

The Grader

A-F Static File Now Available

All schools can find their static file in ADEConnect under “Accountability” then “A-F Letter Grades” on the top right corner. Make sure you have toggled for the correct year in the top left corner. When ADE administers the A-F Letter Grade Accountability System it provides all schools a static file to help validate student-level data used in their accountability determinations. Schools should thoroughly review and verify the data contained in the preliminary 2019 static file and contact Achieve@azed.gov with specific data questions and inquiries before July 15, 2019. **All data changes must be submitted before July 15th at 5pm.** After this date, data is considered final and will be used for final letter grade determinations.

The static file merges assessment data with enrollment data from AzEDS to help schools understand performance based on various accountability –related business rules (i.e. FAY). Keep in mind that Menu assessment results, MSAA results, and SGP/SGT growth data for K-8 schools will not be available until later in the summer. You should note that this file is stacked which means that each student may have multiple rows of data depending on how many subjects the student tested in (i.e. ELA, Math., Science). This file should be used to check your data and make any changes needed to ensure that the file reflects what actually happened for a student. Students that do not pass integrity or are in the corrections application will not show up in the static file.

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Static File Codebook

The Static File Codebook provides descriptions and values for all the items in the 2019 Static File. We recommend that you print out a copy of the codebook to have at hand as you go through the static file. The codebook is available [here](#).

Static File Inquiries and Data Corrections

After reviewing your Static File, you may have to make corrections to your data or have inquiries based on the data you see reported. Before you submit an inquiry, make sure it is not data that should be corrected on your end (such as editing exit codes, demographic information, etc.). All data corrections must be completed before July 15th at 5:00pm.

Schools/LEAs may have questions about the data found in the 2019 Static File and various reports that can be accessed in ADEConnect. The best way to submit your question is through an email to the Achieve Inbox (Achieve@azed.gov); sending emails to specific individuals within the unit is not recommended and may extend the time period you are waiting for a response. The Achieve Inbox is checked by the entire Accountability team and emails are typically read and responded to within 24 hours. In some cases this might be to say we are researching an issue and will reply back within a specific timeframe. When sending emails to Achieve, please include the following information:

- Identify which specific report you have accessed the data from (i.e. the STUD10— Student Data Verification Report in AzEDS Portal)
- On what date (MM/DD/YYYY) did you access the report
- Which Fiscal Year (FY) is the data inquiry referencing
- When referring to a specific record, include the SSID of the student; **DO NOT** include the student's name, date of birth, etc.
- The School Entity ID and/or LEA Entity ID
- A detailed description of the issue/inquiry

Static File Inquiries and Data Corrections

Cont.

Below are a few examples of the types of questions/issues that might arise when reviewing data and how to submit them to the [Achieve Inbox](#).

- 1) In reviewing information from the FY2019 “A-F Letter Grades” static file, it was found on MM/DD/YYYY that SSID ##### from Entity ##### does not have a scale score for the AzMERIT assessment; Why?
- 2) Why is student (SSID #####) on the FY2019 “A-F Letter Grades” static file I pulled on MM/DD/YYYY not included in the EL reclassification rate for Pretend Elementary School (Entity ID #####)?
- 3) On MM/DD/YYYY, we pulled the Cohort 2018 Four-Year Graduate Rate Report for our school (Entity ID #####) and found that it included SSID (#####) who was coded as a W10 instead of a W1 when the student went to another school, can the coding be changed?

Important Dates

The key dates for the Fiscal Year 2019 A-F Accountability process are outlined below. Additionally, a more detailed list of dates along with the school types the item is associated with is available [here](#).

- **May:** All DRAFT A-F Letter Grade Business Rules are available (see links below)
- **Mid-June:** First version of the static file becomes available; Data inquiry and corrections window opens
- **Early-July:** Updated static file including SGP/SGT (Growth) data available
- **July 15, 2019:** Data inquiry and corrections window closes;
- **July 16, 2019:** EL static file amendment application opens
- **July 30, 2019:** EL static file amendment application closes
- **July 31, 2019:** ALL self-reported A-F components due (including CCRI)
- **August:** Updated static file released including data corrections and assessment results for Menu schools; ongoing Q&A with schools/LEAs
- **August:** School-level aggregated data available in ADEConnect
- **October:** State Board of Education sets 9-12 and Alternative cut scores (K-8 expected to remain the same)
- **November:** A-F Letter Grades are released; appeals window opens
- **December/January:** A-F Letter Grades finalized post-appeals

DRAFT A-F Letter Grades Business Rules

Draft versions of the Fiscal Year 2019 A-F Letter Grade Business Rules are available through the below links.

- [Traditional K-8 Schools](#)
- [Traditional 9-12 Schools](#)
- [Alternative Schools](#)

Alternative and Traditional Schools CCRI

CCRI is only included for 9-12 Traditional Schools and Alternative Schools. K-8 schools do not complete the spreadsheet or submission. The CCRI spreadsheets for both Traditional and Alternative Schools are both available in ADEConnect under “Accountability”. When downloading the CCRI spreadsheet please be sure to select the appropriate spreadsheet. The Alternative CCRI spreadsheet can ONLY be used by schools that have been approved for Fiscal Year 2019 Alternative School Status (see list [here](#)). **Both the Alternative and Traditional CCRI submissions are due no later than July 31st at 5:00pm.** Additional information and resources are included in the CCRI FAQ pages.

- [Alternative CCRI FAQ Page](#)
- [Traditional CCRI FAQ Page](#)

We are working to finish updating the CCRI Reporting Application for Fiscal Year 2019 with a new interface and updated submission fields. If eligible for CCRI points, schools will now be required to report:

- Number of students in each indicator (row 9 of the spreadsheet)
- Total points earned
- Bonus point (traditional schools only)

The CCRI Reporting Application will be made available through ADEConnect under “Accountability”. Users who have the “Accountability” role assigned to them in ADEConnect will be able to access the CCRI Reporting application, once available. Once the application is available we will notify all stakeholders through our distribution list. Additionally, we will post How-To videos on the submission process on the Alternative and Traditional FAQ pages.

Alternative Schools On-Track to Graduate Final Submission

All Approved Fiscal Year 2019 Alternative Schools **MUST** complete the final On-Track to Graduate data submission no later than **July 31st at 5:00pm**. Please carefully review the below resources and submit the necessary information as required.

- [On-Track to Graduate Final Data Submission Template](#)
- [Draft Alternative Schools A-F Letter Grade Business Rules](#)
- [On-Track to Graduate Submission Form](#)

Schools that do not meet the N-count for this component must still complete the submission and indicate that they are not eligible for points in the On-Track to Graduate component. All schools that are eligible for points in the On-Track to Graduate component must use the available On-Track to Graduate Final Data Submission Template. Submission of On-Track to Graduate data in any other form **will not be accepted**.

Alternative Schools Credits Earned Submission

All Approved Fiscal Year 2019 Alternative Schools **MUST** complete the Credits Earned data submission no later than **July 31st at 5:00pm**. Please carefully review the below resources and submit the necessary information as required.

- [Credits Earned Data Submission Template](#)
- [Draft Alternative Schools A-F Letter Grade Business Rules](#)
- [Credits Earned Submission Form](#)

Schools that do not meet the N-count for this component must still complete the submission and indicate that they are not eligible for points in the Credits Earned component. All schools that are eligible for points in the Credits Earned component must use the available Credits Earned Data Submission Template. Submission of Credits Earned data in any other form **will not be accepted**.

Prior Year Data Corrections

If you need to correct prior year data, you will need to do so through the 15-915 process with School Finance. In order to ensure that changes from a 15-915 are reflected in A-F Letter Grades, **ALL** of the following steps must be completed **prior to** July 15th.

1. Request a 15-915 data correction
2. Sync corrected data with AzEDS
3. Corrected data must pass AzEDS integrity

If you need additional guidance, please see the 15-915 Guidance [here](#) or reach out to the School Finance team at SFAlyst@azed.gov.

No Embargo for Assessment Results

There is no embargo on aggregated school and district assessment data. If a media outlet is seeking state-level data, please feel free to refer the reporter to the ADE for more information. If a media outlet files a public records request for the data at your specific LEA, please confer with your respective legal counsel on how to proceed. ADE is leaving those specific requests up to the discretion of each LEA. Schools have always been able to send out student-level information to parents as soon as they receive it. If you have any further questions or concerns, please feel free to reach out to our Assessment Team at (602) 542-5031 or Testing@azed.gov.

2018-2019 Firearms Survey

As some of you may remember we asked LEAs to complete this reporting for the 2017-2018 school year, early in 2019. In an effort to make this survey collection process smoother and more convenient for LEAs, we are moving up the timeline to have this information collected directly following the end of the school year. The survey will open on **Tuesday, May 28, 2019** and will close **Sunday, June 30, 2019**. Reminders will be sent out weekly with an updated list of the LEAs who have completed the survey successfully.

Please keep in mind that this submission is required for LEAs (districts/charter holders) only, NOT individual schools.

Presentations

The Accountability & Research team has recently had the opportunity to present at the Leading Change Conference, the ASA Summer Conference, and the June meeting of the Arizona Alternative Education Consortium. For anyone who missed those presentations or who would like a refresher on the content, the presentation materials are available on our website [here](#).